



Austin Nature & Science Center

Junior Counselor Job Application

Due: Friday, March 1, 2014

Send to:

Austin Nature & Science Center
Attn: Camp Director
301 Nature Center Drive
Austin, TX 78746

or Fax to:

(512) 974-3885, Attn: Camp Director

Questions?

call 512-974-3888

Minimum Qualifications:

- Have two years of experience attending camp as a CIT
- Be 16 years of age by the beginning of the assigned JC work schedule
- Be willing and able to assist counselors with children in camp
- Must appreciate, relate well to, and enjoy working with children ages 4 to 12

The Application Process:

- Complete and return the Junior Counselor application, self-evaluation, and two letters of reference to the Camp Director by March 1, 2014
- ANSC staff will review all complete applications.
- Select candidates will be contacted for interviews. Interviews will take place in the spring.
- Candidates must be available for a phone or in person interview to be considered for the Junior Counselor position.
- Up to three candidates will be selected to be hired in the position of Junior Counselor. Typically, more candidates apply than the number of available positions.
- Candidates not selected are encouraged to apply again the following year. An additional year of CIT service increases the candidate's qualifications during the selection process the following year.

Application Materials:

The following materials must be submitted no later than 5:00 PM on March 1, 2014 for the application to be considered:

- Completed application form (attached)
- Completed self-evaluation (attached)
- Two letters of reference. Letters of reference may be written by teachers, coaches, supervisors from past volunteer work, ANSC camp counselors, or another adult who can speak the candidate's suitability to work in this position. Letters of reference submitted by friends or relatives will not be accepted.

The Position:

- The Junior Counselor position is temporary and seasonal with a term of employment of approximately one month.
- Junior Counselors will receive an hourly wage and should expect to work 40 hours per week. Details regarding pay will be discussed at the time of the interview.
- Junior Counselors work eight hours a day, Monday through Friday.
- Junior Counselors are required to be certified in First Aid, CPR and Basic Water Rescue prior to the first day of work. Each of these certification trainings will be offered once in late May for ANSC summer staff. Junior Counselors unable to attend the certification trainings offered by ANSC are responsible for obtaining and paying for training through the American Red Cross.

Job Responsibilities:

- Presenting animal visitors to each on-site camp twice weekly.
- Planning and teaching science and nature activities to various camps weekly.
- Supervising campers daily at Deep Eddy Pool.
- Assisting counselors and Counselor in Training Coordinator as needed.



Junior Counselor Application Form

Name: _____

Address: _____ State: ____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Number of summers attending ANSC camps as a CIT: _____

Availability: Please rank the sessions in order of preference. Please cross out any sessions for which you are not available.

_____	_____	_____
Junior Counselor Session 1	Junior Counselor Session 2	Junior Counselor Session 3
June 9 – July 3	July 7 – August 1	August 4 – August 22

The following responses can be hand-written or typed and attached. Please number your responses.

1) In three sentences or less, explain why you would like to be a Junior Counselor:

2) List and explain three reasons why you think you are the best candidate for the Junior Counselor position:

3) Briefly describe what you value most about the ANSC Summer Camp programs:

Junior Counselor Self – Evaluation

Name: _____

1. The minimum qualifications for Junior Counselors are two years of experience as a CIT and 16 years of age on or before the first day of training. Do you meet these minimum qualifications?

2. The Austin Nature and Science Center seeks candidates who are interested in developing new teaching and leadership skills, learning about wildlife, natural science and child development, and honing their skills as a CIT. Please honestly rate the current level of experience you have with the following activities and resources.

1 = None

2 = Some

3 = A Lot

____ Arts & crafts

____ Children's games & songs

____ Live animals

3. What would you do in the following situations?
 - a. You observe a situation that is unsafe, in your opinion, happening in another counselor's camp group.

 - b. You have planned a thirty minute activity and it's obvious after the first five minutes that the activity is not working.

 - c. A camper refuses to participate in an activity.

4. Please prioritize the following concurrent events in the order which you would handle them.
 - a. A parent has arrived and wants to sign-out her child.
 - b. A camper has fallen and scraped his knee, which is now bleeding and he is crying.
 - c. Two campers want glue sticks which are on the top shelf and they can not reach them.
 - d. A camper is sitting alone and is not participating in activities.
 - e. Two campers are chasing each other around the room.